

## CSBG APPLICATION CHECKLIST - FFY 2023

### A. COVER SHEET

- ☐ Cover Sheet (form)

### B. ASSESSMENT

- ☐ Community Needs Assessment Report (Question #1)
- ☐ Community Needs Assessment Report Board Acceptance Date (Question #2)

### C. PLANNING AND IMPLEMENTATION

- ☐ Mission Statement (Question #1)
- ☐ Mission Statement Board Review Date (Question #2)
- ☐ Individual and Family Programs and Services (Question #3)
- ☐ Community Initiatives (Question #4) - **if applicable**
- ☐ FFY 2023 Individual and Family NPIs (spreadsheets)
- ☐ FFY 2023 Community NPIs (forms) - **if applicable**
- ☐ Explanations (Questions #6 and #7)

### D. ACHIEVEMENT OF RESULTS

- ☐ Explanations (Questions #1, #1a, and #2)

### E. EVALUATION

- ☐ Explanations (Questions #1, #1a, #2, and #3)

### ADDITIONAL INFORMATION

- ☐ F. FFY 2023 CSBG Program Budget (forms)
- ☐ F. CSBG Program Budget Narrative (Questions 2a, 2b, 2c, 2d, and 2e) - **if applicable**
- ☐ G. CSBG Assurances (form)
- ☐ H. Board Member Roster
- ☐ I. Nonprofit Rate Agreement or Cost Allocation Plan
- ☐ J. ROMA-Certified Trainer or ROMA-Certified Implementer Documentation
- ☐ K. Planning and Implementation Supporting Documentation